



COUNTY OF LOS ANGELES DEPARTMENT OF HUMAN RESOURCES

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To enrich lives through effective and caring service

MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

June 21, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT
THE FISCAL YEAR (FY) 2004-2005 PROPOSED BUDGET
(ALL DISTRICTS - 3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add one (1) class, to change the titles of two (2) non-represented classes, to delete six (6) non-represented classes and to amend Section 6.28.050-25 (Notes to Section 6.28.050) to clarify the compensation provisions of the Chief Executive Officer, LACERA as a result of the budget process for FY 2004-2005.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The action recommended will amend County Code Sections 6.28.050 and 6.28.050-25 to reflect new and deleted classes, title changes and salary corrections to appropriately reflect classes approved in the FY 2004-2005 Proposed Budget.

Your Board's approval of this ordinance will provide the authority for County departments to fill new positions for classes allocated in the FY 2004-2005 Proposed Budget. These recommendations are a routine part of the annual budget process.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan, Organization Effectiveness Goal, to achieve departmental operational needs and to maintain consistency in personnel practices throughout the County.

FISCAL IMPACT/FINANCING

The cost of and financing for these recommendations have been included in the FY 2004-2005 Proposed Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

New Classes

One (1) new class is being created in the County's classification system to more accurately reflect the level of work and scope of responsibilities assigned and to better serve departmental needs (Attachment A).

Deleted Classes

Six (6) non-represented classes are being recommended for deletion from the County's classification plan. Class deletions are consistent with the DHR strategy to reduce the overall number of County classes. The affected departments have been informed of and have consented to the deletions.

Title Changes and Salary Correction

The titles of two (2) non-represented classes are being changed to more accurately reflect the work assignment and to make a technical correction. Moreover, the salary of one of these classes is being corrected to clarify the salary provisions effected by a previously adopted ordinance.

The Honorable Board of Supervisors
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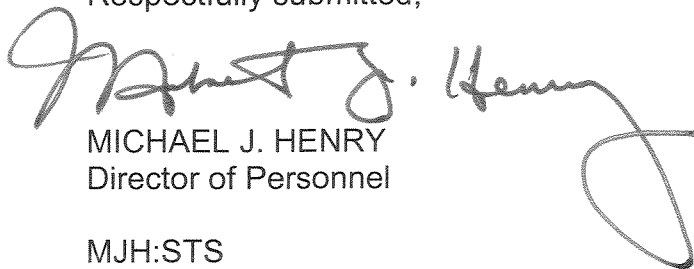
Approvals

- The Chief Administrative Officer has reviewed these recommendations and has included the position classification changes in the FY 2004-2005 Personnel Staffing Ordinance which is also before your Board.
- The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Your approval of these recommendations will enable departments to effect personnel actions associated with the FY 2004-2005 Proposed Budget which is also before your Board. Ultimately, this will enhance the quality of services provided to the public.

Respectfully submitted,



MICHAEL J. HENRY
Director of Personnel

MJH:STS
CRH:vmh

Attachment

c: Chief Administrative Officer
Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller
Affected Departments

ATTACHMENT A**CLASSES RECOMMENDED FOR ADDITION**

Benefit designations are being shown for information only and are not part of the County Code. Savings Plan designees are also recommended to be designated as eligible for the Flexible Benefit Plan.

Savings/Health Plan	Item No.	Title	Salary Schedule & Level
Savings	1028	Chief, Division Administrative Operations, Public Works	N23 R13

NON-REPRESENTED CLASSES RECOMMENDED FOR DELETION

Item No.	Title
2606	Assistant Chief, Systems Division, Assessor
0542	Assistant Treasurer-Tax Collector
0544	Chief Deputy Treasurer & Tax Collector
8125	Executive Assistant, Human Relations
9297	Special Assistant, Attorney, DA
2847	Special Assistant, Safety Police Services

NON-REPRESENTED CLASS RECOMMENDED FOR TITLE CHANGE

Item No.	Current Title	New Title
4704	Finance Specialist, Mental Health	Finance Manager, Mental Health

ATTACHMENT A

NON-REPRESENTED CLASS RECOMMENDED FOR
TITLE CHANGE AND SALARY CORRECTION

Item No.	Current Title	Current Salary	New Title	Recommended Salary
0776	Retirement Systems Manager	N23 R12	Chief Executive Officer, LACERA	N37

ANALYSIS

This ordinance amends Title 6 - Salaries, of the Los Angeles County Code by:

- Adding and establishing the salary for one (1) employee classification;
- Deleting six (6) non-represented employee classifications;
- Changing only the title of one (1) non-represented employee classification;
- Changing the title and correcting the salary of one (1) non-represented employee classification; and
- Amending Section 6.28.050-25 (Notes to Section 6.28.050) to clarify the compensation provisions of the Chief Executive Officer, LACERA.

OFFICE OF THE COUNTY COUNSEL

By: 
LESTER J. TOLNAI
Principal Deputy County Counsel
Management Services Division

ORDINANCE NO. _____

An ordinance amending Title 6 - Salaries, of the Los Angeles County Code to reflect the addition of a new class, title changes, deletion of non-represented classes, and a salary correction as a result of the budget process for FY 2004-2005.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Section 6.28.050 is hereby amended to add the following class:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
<u>1028</u>	<u>CHF, DIVISION ADMINISTRATIVE OPNS, PW</u>	_____ *	<u>N23</u>	<u>R13</u>

SECTION 2. Section 6.28.050 is hereby amended to delete the following

classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
2606	ASST-CHIEF, SYSTEMS-DIV, ASSESSOR	10/01/2002 01/01/2005 01/01/2006		102G 103F 104E
0542	ASSISTANT TREASURER-TAX COLLECTOR	10/01/2002 01/01/2005 01/01/2006	N23 N23 N23	R14 R14 R14
0544	CHF-DEPY TREASURER & TAX COLLECTOR	10/01/2002 01/01/2005 01/01/2006	N23 N23 N23	R15 R15 R15

8125	EXECUTIVE ASSISTANT, HUMAN RELATIONS	10/01/2002 01/01/2005 01/01/2006		87J 88H 89G
9297	SPECIAL ASSISTANT, ATTORNEY, DA	10/01/2002 01/01/2005 01/01/2006	NW NW NW	106F 107E 108D
2847	SPECIAL ASST, SAFETY POLICE SERVICES	10/01/2002 01/01/2005 01/01/2006		88H 89G 90F

SECTION 3. Section 6.28.050 is hereby amended to change only the title of the following class:

ITEM NO.	TITLE
4704	FINANCE SPECIALIST, MENTAL HEALTH <u>FINANCE MANAGER, MENTAL HEALTH</u>

SECTION 4. Section 6.28.050 is hereby amended to change the title and salary of the following class:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
0776	RETIREMENT SYSTEMS MANAGER <u>CHIEF EXECUTIVE OFFICER, LACERA</u>	10/01/2002 _____*	N23 <u>N37</u>	R12

SECTION 5. Section 6.28.050-25 (Notes to Section 6.28.050) is hereby amended to read as follows:

6.28.050-25 Notes to Section 6.28.050.

...

NOTE 37. Notwithstanding any other provision of this Title 6, a person employed in this class shall be paid in accordance with the provisions of Section 6.127.020(A).

SECTION 6. Pursuant to Government Code Section 25123(f), this ordinance shall take effect immediately upon final passage.

*The Executive Office/Clerk of the Board of Supervisors shall insert the effective date for the salary or salary schedule and level in the space provided for the classification added to Section 6.28.050 of the County Code.

[budget 2004-05(DHR)]